

## ***Program Contacts***

### **Program Manager**

Joyce Liu  
Small Business Ambassador Program  
City of San Jose  
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San Jose, CA 95113-1905  
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[www.sanjoseca.gov/building/](http://www.sanjoseca.gov/building/)

### **Program Partners / Primary Contacts**

#### **Building**

Joyce Liu	535-7735
Annie Esget	535-7637
Tim Farrant	535-6849
Greg Ross	535-6875
Felipe Veracruz	535-7742

#### **Fire**

Ed Muniyak	535-7704
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#### **Planning**

Michelle Campos	535-7695
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#### **Public Works**

Jose Uribe	535-7645
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#### **Redevelopment Agency**

Christine Velasquez	795-1818
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#### **Office of Economic Development**

John Lang	535-8178
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## ***Development Opportunities in San Jose***

*In accordance with the Americans with Disabilities Act, City of San Jose materials can be made available upon request in alternative formats such as Braille, large print, audio tape or computer disk. Requests may be made by calling (408) 535-3555 (v)  
Or (408) 998-5299 (TTY)*



## ***Small Business Ambassador Program***

*For:  
Small Business Tenant  
Improvement Projects in San Jose*



## ***Expedited Review Program!***

### ***Objectives***

*Provide a single point of contact to assist small business owners by simplifying the building permit process for their new business location, relocation or expansion projects.*

### ***Pre-Application Assistance***

- Answer inquiries
- Verify site information
- Coordinate with other departments and agencies for approval requirements
- Provide a checklist for building permit submittal.
- Provide preliminary review meetings for design consultants to resolve code issues

### ***Expedited Plan Review***

A Small Business Ambassador (SBA) team is available for Expedited review, upon request. Processing fees will be assessed according to Expedited Plan Review fee Schedule.

### ***Project Qualification***

*The business entity must have 35 or fewer employees.*

**Links to other applicable forms available at:**

[www.sanjoseca.gov/building/SBAlinks.asp](http://www.sanjoseca.gov/building/SBAlinks.asp)

*Development Opportunities in San Jose*